



DEPARTMENT OF DEFENSE
UNITED STATES SOUTHERN COMMAND
3511 NW 91ST AVENUE
MIAMI, FL 33172-1217

REPLY TO
ATTENTION OF

SCDC


17 September 2004

POLICY MEMORANDUM NO. 14-04

From: Deputy Commander
To: See Distribution

SUBJECT: U.S. Southern Command (USSOUTHCOM) Headquarters Operations and Maintenance (O&M) Program Review (PR) Process

1. Purpose: To establish USSOUTHCOM policy on the O&M PR process.
2. Applicability: This policy applies to USSOUTHCOM Directors, heads of special staff sections, ASA, and program managers.
3. Policy: The goal of the PR is to assess and validate requirements for all USSOUTHCOM HQ O&M programs, ensuring a balanced baseline necessary to fund the Commander's priorities and USSOUTHCOM's missions. The process will prioritize unfinanced requirements for execution and program objective memorandum (POM) years. Recurring UFRs will be evaluated against existing baselines to determine their priority for continued funding. Potential areas for divestiture will be identified for prospective offset development. The O&M PR and BOD will be held annually and will incorporate the fiscal year's first quarter Working and Senior Program Budget Advisory Committees (W/SPBAC). SCJ8 is the lead for coordinating all O&M PR activities and, working with the Chief of Staff, will define all requirements and suspenses.
4. Responsibilities: The USSOUTHCOM Headquarters' Staff will participate in the O&M PR and its process in order to assist the command in preparing, presenting, reviewing, and justifying USSOUTHCOM's resource requirements to the Department of the Army.
5. This policy is effective 17 September 2004. The points of contacts at SCJ8 are Captain Maisie Wong, DSN 567-1810 and Ms. Joanne Duffy, DSN 567-1808.


RICHARD A. MENTEMEYER
Maj Gen, USAF
Deputy Commander

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